

TELECOMMUNICATOR INFORMATION SHEET

Thank you for your interest in the Telecommunicator position available with the City of Eau Claire, Police Department.

The return of your completed employment application will *automatically register you* for the written telecommunicator test. Please note the following test information:

What:	Telecommunicator Written Test
When:	Tuesday, August 8, 2006
Location:	Room 100 Schneider Hall University of Wisconsin-Eau Claire Roosevelt Ave. & Park Ave. Eau Claire, WI 54701
Time:	Registration – 5:30 p.m. Test Begins - 6:00 p.m.

This will be your only notice regarding the written testing process. Please note the date, time and location on your calendar. Please bring a picture I.D. to the test when you check-in.

Applicants successfully completing this written test will receive a letter inviting them to an oral interview, which will be held the week of August 21. Applicants successfully completing the oral interview will then advance to a console and typing test that will be held September 6, 2006.

Applicants successfully completing the above components of the recruitment process will have their names placed on our hiring eligibility list for the current opening and any future openings that occur within an approximately one year period.